

City of Kerrville Planning & Zoning Commission Agenda

Thursday, March 2, 2006, 4:30 p.m.*

City Hall City Council Chambers, 800 Junction Highway, Kerrville, TX

The meeting place has wheelchair accessibility and available accessible parking spaces. Please call the City of Kerrville Planning Division at (830) 792-8354 forty-eight hours (48) before the meeting to request accommodations.

1. ***4:15 p.m. Pre-Meeting Session, City Council Chambers**

Review of today's agenda items between Staff and the Commission. No action will be taken and there is to be no discussion between the Commission and the applicant(s) or other audience.

2. **4:30 p.m. Call to Order**

Chairperson calls the meeting to order; roll call

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3. **Visitor/Citizens' Forum**

Any person with business not scheduled on the agenda is encouraged to briefly speak their ideas to the Commission. Please fill out the SPEAKER REQUEST FORM and give it to the Commission's Secretary prior to the meeting. (No formal action can be taken on these items as the Open Meetings Act requires formal action items be posted on an agenda no later than 72 hours before the meeting. If formal action is required, the items will be placed on an agenda for a future meeting.)

4. **Consent Agenda**

All items listed below in the consent agenda are considered routine or ministerial in nature and will be enacted with one motion. There will be no separate discussion of items unless a Commissioner or citizen so requests; in which case the item(s) will be removed from the consent agenda and considered separately.

4A. **Approve the minutes from the meeting of February 16, 2006.**

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4B. **Approve the minutes from the special meeting of February 22, 2006.**

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5. **Public Hearings/Action Items**

5A. **Replat: Audubon Place, Lot 4** – Request to divide one (1) lot into two (2) lots on 13.9+ acres located on the east side of Wren Road, 2,000+ feet north of Goat Creek Road (FM 1338). Applicant: Voelkel Engineering and Surveying c/o Barbara Ann Cole. (File #2006-03).

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5B. **Replat: Lowry Addition, Block 6, Lot 7 and 8** – Request to divide one (1) lot and one (1) partial lot into two (2) lots for residential development on 0.39+ acres located between Starkey Street and Hamilton Street; also known as 225 Hamilton Street. Zoned: R-1A. Applicant: Voelkel Engineering and Surveying c/o Joe Triola. (File #2006-04).

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6. **Staff Reports**

6A. Future Agenda Items. Applicant: Director of Development Services/City Planner.

6B. Project Status Report. Applicant: Director of Development Services/City Planner.

6C. Announcements.

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7. **Adjourn** - The next scheduled meeting is Thursday, March 16, 2006.

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 4A **FOR AGENDA OF:** March 2, 2006

DESCRIPTION: Approval of the minutes from the meeting of February 16, 2006.

APPLICANT(S): Planning and Zoning Commission Secretary

ATTACHMENT(S): Minutes

The Commission's Secretary recommends approval of the proposed minutes.

PRE-MEETING:

On February 16, 2006 the Kerrville Planning and Zoning Commission pre-meeting was called to order at 4:20 p.m. in the City Hall Council Chambers, 800 Junction Highway.

MEMBERS PRESENT:

Mack Hamilton, Commissioner
George Hager, Commissioner
Jim Kessler, Commissioner
Bruce Motheral, Commissioner
Andy Phillips, Commissioner
Carl Meek, Ex-Officio City Councilperson
Paul Hofmann, Ex-Officio City Manager

MEMBERS ABSENT:

None

STAFF PRESENT:

Paul Menzies, Director of Development Services/City Planner
Jena Chacon, Planning and Zoning Commission Secretary
Charlie Hastings, Director of Public Works/City Engineer

DISCUSSION OF AGENDA ITEMS FOR THE REGULAR MEETING:

The Commissioners and City Planner discussed the items on the agenda.

The pre-meeting adjourned at 4:30 p.m. No action was taken.

1. CALL TO ORDER:

On February 16, 2006, the Kerrville Planning and Zoning Commission regular meeting was called to order at 4:30 p.m. in the City Hall Council Chambers, 800 Junction Highway.

2. VISITOR/CITIZENS FORUM:

Paul Simone, Construction Manager at Comanche Trace, addressed the Commission with regards to the proposed Comanche Trace, Phase 9.

Cmr. Motheral motioned to conduct a special meeting on February 22, 2006, to consider the final plat of Comanche Trace, Phase 9; motion was seconded by Cmr. Phillips and passed 5-0.

3. Election of a Chairperson and Vice-chairperson

Cmr. Motheral nominated Cmr. Phillips for Chairperson; motion died for lack of a second.

Cmr. Kessler nominated Cmr. Hamilton for Chairperson and Cmr. Hager for Vice-chairperson; motion was seconded by Cmr. Hager and passed 5-0.

4. CONSENT AGENDA:

4A. Approval of the minutes from the meeting of January 5, 2006.

4B. Final Plat: Comanche Trace, Phase 5 – Twenty-four (24) proposed lots for single-family and two-family (duplex) residential development on 9.3+ acres, located on the west side of Pinnacle Club Drive, 1,000+ feet south of Comanche Trace Drive. Zoned: PDD1999-26. Applicant: Mike Grogan c/o Comanche Trace Ranch and Golf Club, LLLC. (File #2005-12).

4C. Final Plat: Comanche Trace, Phase 8 – Sixty-four (64) lots for single-family residential development on 18.1+ acres, located at the southwest corner of Pinnacle Club Drive and Comanche Trace Drive. Zoned: PDD 1999-26. Applicant: Mike Grogan c/o Comanche Trace Ranch and Golf Club, LLLC. (File #2005-02).

Cmr. Hager moved for approval of the consent agenda items 4A-4C; motion was seconded by Cmr. Motheral and passed 5-0.

5. Information/Discussion Items

5A. Request to discuss the Commission's future meeting dates. Applicant: City Planner.

After discussion, the Commission agreed to conduct regular meetings on the first and third Thursdays of the month whether business is available to be conducted or not.

6. Staff Reports

6A. Future agenda items. Applicant: City Planner

Mr. Menzies informed the Commission of items for future review.

6B. Project Status Report. Applicant: City Planner

Mr. Menzies informed the Commission of past projects considered by the Commission.

6C. Announcements: None

7. Adjourn The next scheduled meeting is Thursday, March 2, 2006.

The meeting adjourned at 5:11 p.m.

ATTEST:

Mack Hamilton, Chairperson

Jena Chacon, Recording Secretary

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 4B **FOR AGENDA OF:** March 2, 2006

DESCRIPTION: Approval of the minutes from the meeting of February 22, 2006.

APPLICANT(S): Planning and Zoning Commission Secretary

ATTACHMENT(S): Minutes

The Commission's Secretary recommends approval of the proposed minutes.

On February 22, 2006, the Kerrville Planning and Zoning Commission special meeting was called to order at 4:00 p.m. in the City Hall Council Chambers, 800 Junction Highway.

MEMBERS PRESENT:

Mack Hamilton, Chairperson
George Hager, Commissioner
Jim Kessler, Commissioner
Bruce Motheral, Commissioner
Andy Phillips, Commissioner arrived at 4:02.
Carl Meek, Ex-Officio City Councilperson
Paul Hofmann, Ex-Officio City Manager

MEMBERS ABSENT:

None

STAFF PRESENT:

Paul Menzies, Director of Development Services/City Planner
Jena Chacon, Planning and Zoning Commission Secretary
Charlie Hastings, Public Works Director/City Engineer

1. CALL TO ORDER:

2. Action Item

2A. Final Plat: Comanche Trace, Phase 9 – Seventy (70) proposed lots for single-family residential development on 50.0+ acres, located on the south side of a proposed extension of Comanche Trace Drive, 2.2+ miles south of Bandera Highway (SH173). Zoned: R-1. Applicant: Mike Grogan c/o Comanche Trace Ranch and Golf Club, LLLC. (File #2005-30).

Cmr. Motheral moved for approval of the final plat as submitted; motion was seconded by Cmr. Hager and passed 4-0.

3. Adjourn – The next regularly scheduled meeting is Thursday, March 2, 2006.

The meeting adjourned at 4:04 p.m.

ATTEST:

Mack Hamilton, Chairperson

Jena Chacon, Recording Secretary

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 5A **FOR AGENDA OF:** March 2, 2006

DESCRIPTION: **Public Hearing: Replat - Audubon Place, Lot 4** – Request to divide one (1) lot into two (2) lots on 13.9± acres located on the east side of Wren Road, 2,000± feet north of Goat Creek Road (FM 1338). (File #2006-03).

APPLICANT(S): Voelkel Engineering and Surveying c/o Barbara Ann Cole.

ATTACHMENT(S): Locator Map, Plat

History

- January 2005 – Original plat of Audubon Place filed at Kerr County Courthouse.
- January 23, 2006 – Subject replat application submitted to City.
- February 3, 2006 – Development Review Committee (DRC) process complete.
- February 15, 2006 – In accordance with Statute and local law, notice of required public hearing published in Kerrville Daily Times and mailed to all property owners within 200 feet of subject tract.
- March 2, 2006 – Consideration of replat by Commission.

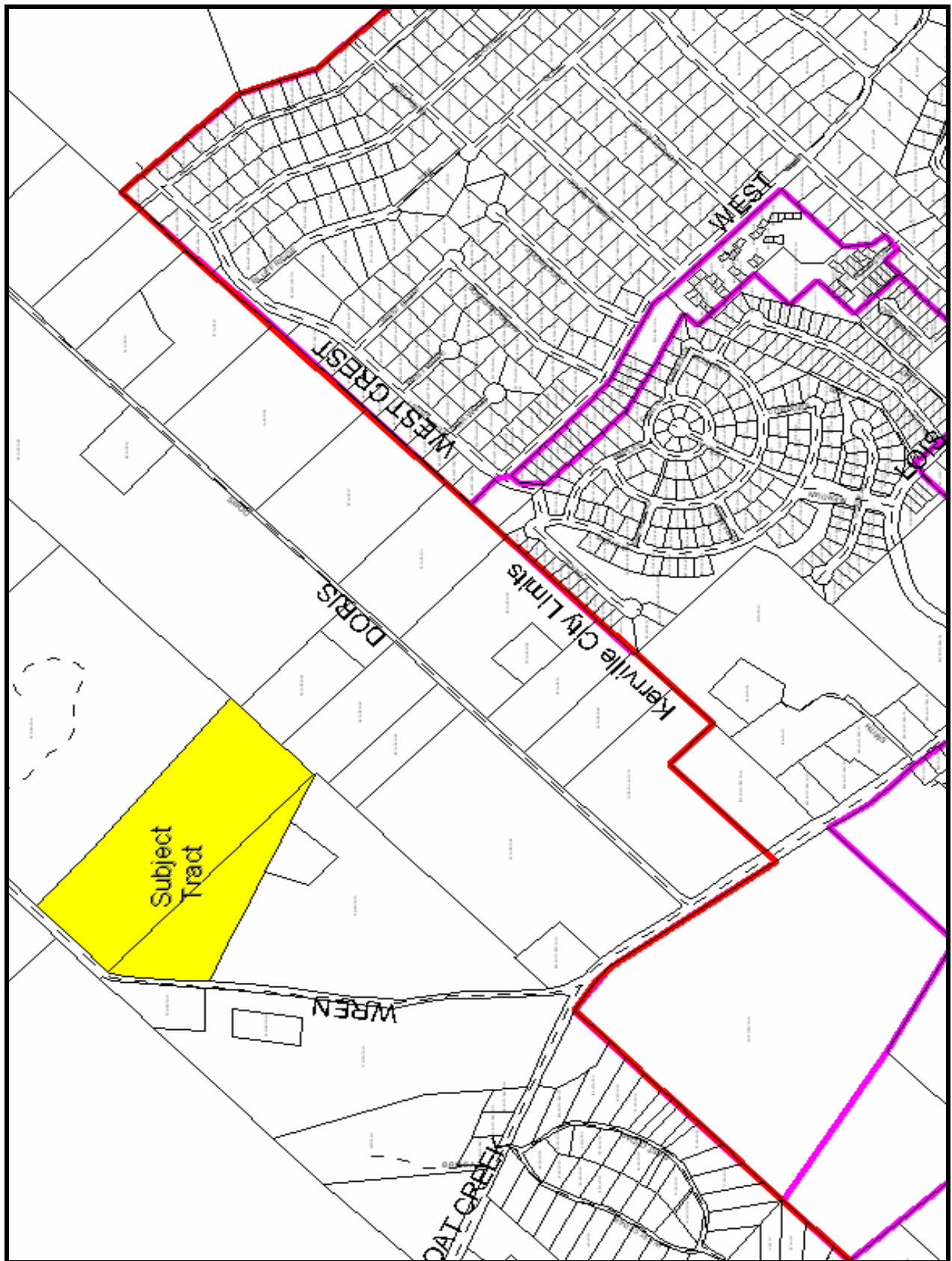
Summary

- As stated above, proper notice has been given for today's public hearing. Staff has received several calls from surrounding property owners inquiring as to the specifics of the replat, but has received no negative comments.
- Wren Road is shown in the Kerrville Comprehensive Plan (Thoroughfare Plan, Figure 4.1) as a "secondary arterial". Secondary arterials are undivided thoroughfares with a minimum eighty-six (86) feet of right-of-way (ROW). Currently, Wren Road has thirty-feet of ROW; therefore, an additional fifty-six (56) feet of ROW is required to meet the standard. Since the proposed subdivision is adjacent to only one (1) side of Wren Road, the subdivider is required to dedicate one-half (1/2) of the required ROW or, in this case, twenty-eight (28) feet.
- No public improvements are proposed or required of this subdivision per the subdivision ordinance.
- The replat is recommended for approval as submitted.

RECOMMENDED ACTION

The City Planner and City Engineer recommend:

1. The Commission conduct the required public hearing to receive comments; and
2. Approve the replat as submitted.



**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 5B **FOR AGENDA OF:** March 2, 2006

DESCRIPTION: **Replat: Lowry Addition, Block 6, Lot 7 and 8** – Request to divide one (1) lot and one (1) partial lot into two (2) lots for residential development on 0.39± acres located between Starkey Street and Hamilton Street; also known as 225 Hamilton Street. Zoned: R-1A. (File #2006-04).

APPLICANT(S): Voelkel Engineering and Surveying c/o Joe Triola.

ATTACHMENT(S): Locator Map, Plat

History

- April 1907 – Original plat of Lowry Place filed at Kerr County Courthouse.
- January 27, 2006 – Subject replat application submitted to City.
- February 3, 2006 – Development Review Committee (DRC) process complete.
- February 15, 2006 – In accordance with Statute and local law, notice of required public hearing published in Kerrville Daily Times and mailed to all property owners within 200 feet of subject tract.
- March 2, 2006 – Consideration of replat by Commission.

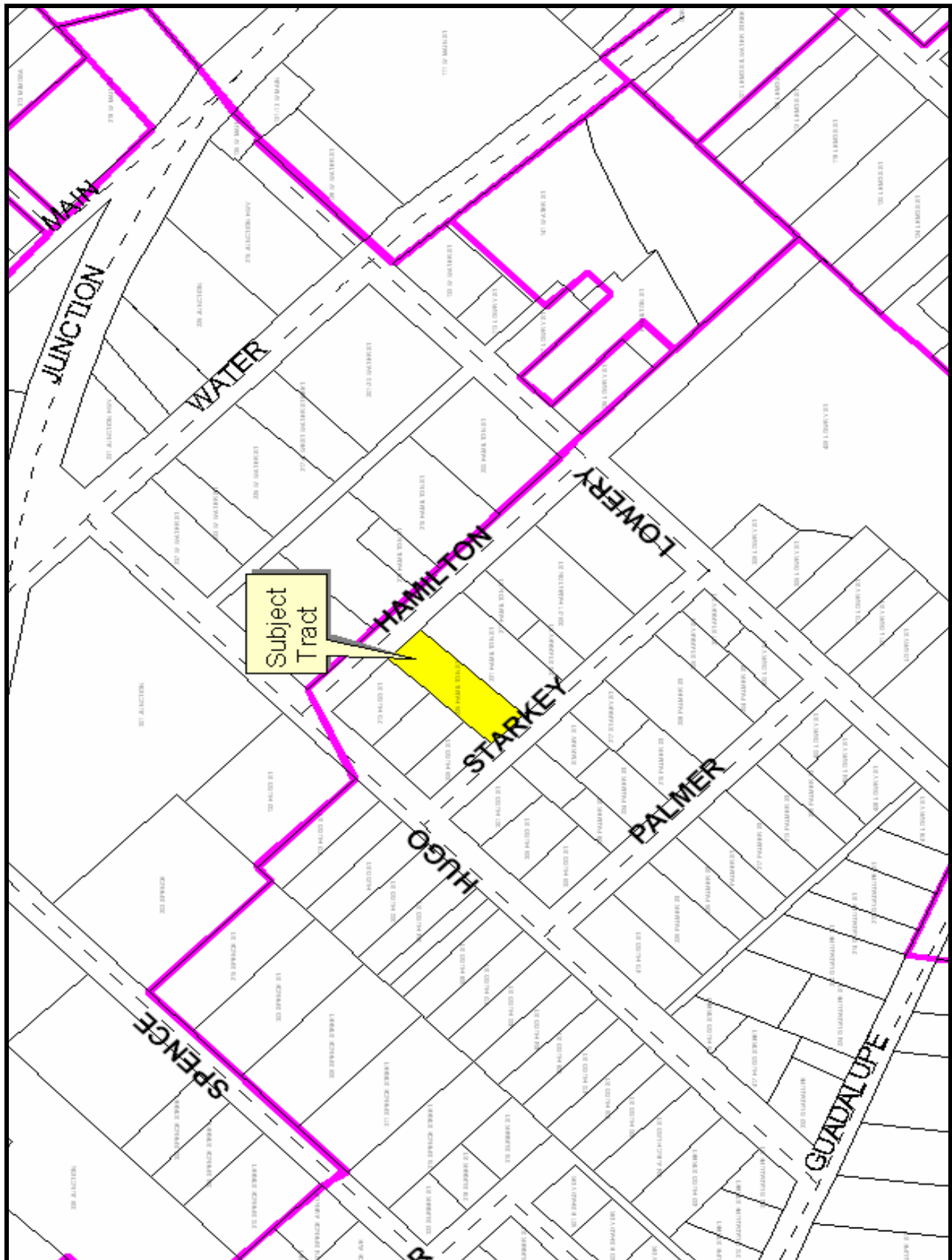
Summary

- As stated above, proper notice has been given for today's public hearing. Staff has received no comments.
- No public improvements are proposed or required of this subdivision per the subdivision ordinance.
- The proposed replat meets the Subdivision Ordinance requirements for minimum width (60'), depth (100'), and lot size (6,000 sq. ft.) and, hence, is recommended for approval as submitted.

RECOMMENDED ACTION

The City Planner and City Engineer recommend:

1. The Commission conduct the required public hearing to receive comments; and
2. Approve the replat as submitted.



BUSINESS OF THE PLANNING AND ZONING COMMISSION

CITY OF KERRVILLE, TEXAS

AGENDA ITEM: 6A **FOR AGENDA OF:** March 2, 2006

APPLICANT (S): Kerrville Planning Division

DESCRIPTION: Items for Future Review List

CASE TYPE: Information

SUMMARY STATEMENT – FINDINGS OF FACT

This list shows submitted projects that require Commission approval or recommendation.

Project Name	Type	Tentative P&Z Date
Lowry Addition, Block 6, Lots 1-4	Replat Public Hearing Lowry Street/Hamilton Street area	TBD

**BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF KERRVILLE, TEXAS**

AGENDA ITEM: 6B **FOR AGENDA OF:** March 2, 2006
APPLICANT (S): Kerrville Planning Division
DESCRIPTION: Past Projects List
CASE TYPE: Information

SUMMARY STATEMENT – FINDINGS OF FACT

This list shows the status of projects previously considered by the Commission.

Project	P&Z Date	Status
Annexation: Comanche Trace, Phase 10	1/5/2006	<ul style="list-style-type: none">• 1/10/2006 – Public hearing at Council.• 1/24/2006 – Public hearing at Council.• 2/28/2006 – 1st ordinance reading scheduled.• 3/14/2006 – 2nd ordinance reading scheduled.
Annexation: Highlander	1/5/2006	<ul style="list-style-type: none">• 1/10/2006 – Public hearing at Council.• 1/24/2006 – Public hearing at Council.• 2/28/2006 – 1st ordinance reading scheduled.• 3/14/2006 – 2nd ordinance reading scheduled.